

	LOCAL ESC PROGRAM REVIEW	
	File Documentation	
	Local Program:	
	Review Date:	Page 1 of 2

Introduction: The review of local program effectiveness is a responsibility of the Soil and Water Conservation Board as defined in the Virginia Erosion and Sediment Control Law (VESCL), §:10.1-561.E, which states that the *“Board shall periodically conduct a comprehensive review and evaluation to ensure that all erosion and sediment control programs operating under the jurisdiction of this article meet minimum standards of effectiveness in controlling soil erosion, sediment deposition and nonagricultural runoff.”*

The criteria to determine whether a local program satisfies the minimum standards of effectiveness is contained in the Virginia Erosion and Sediment Control Regulations (VESCR), §4VAC50-30-90A and B. The Local ESC Program Review Checklist addresses the criteria for each of the four program areas: administration, plan review, inspection and enforcement. The list below identifies the documentation needed to adequately complete the Local ESC Program Review Checklist. This list should be maintained in the local program file as part of the review process.

Attached	Not Available	Item or Information
PROGRAM ADMINISTRATION		
		Ordinance, policy documents, forms, any printed materials
		Standards & specifications, manuals, handbooks (if different from VESCH and VSWMH)
		Permit applications and types
		Responsible parties:
		Program Authority:
		Plan Approval Authority:
		Plan Review Authority:
		Inspection:
		Enforcement:
		Fees and guarantees or other surety
		Local program funding source(s)
		Number, type (commercial, industrial, SFH, municipal) and acreage of land disturbing projects in the previous 12-month period or previous calendar year.
		Staff and their certifications
		Use of contractors, if any
		Overview of program procedures, processes and permits
PLAN REVIEW		
		Local program plan, narrative and minimum standard checklists, if different from VESCH
		Any local program-specific forms, interdepartmental tracking forms, standard correspondence
		Completed DCR Plan Review MS Checklists for approved plans (Number and type of plan to be determined by WSO)
INSPECTION		
		SWCB-Approved Alternative Inspection Program
		Local program standard inspection forms and any other standard local program documentation
		Copies of local program inspection records for active or recently completed land disturbance sites. (Number and type of plan to be determined by WSO. An effort should be made to gather records on the same sites as



Department of Conservation & Recreation
CONSERVING VIRGINIA'S NATURAL AND RECREATIONAL RESOURCES

LOCAL ESC PROGRAM REVIEW
File Documentation

Local Program:

Review Date:

Page 2 of 2

		the reviewed plans.)
		Completed DCR Site Visit MS Checklists and associated photos for active or recently completed land disturbance sites. (Number and type of plan to be determined by WSO. An effort should be made to visit the same sites as the reviewed plans.)
ENFORCEMENT		
		Schedule of civil charges/administrative fines, if utilized
		Number of notices to comply (NTCs) and stop work orders (SWOs) issued by local program in previous 12 month period or previous calendar year.
		Local program standard enforcement forms, standard correspondence, and any other standard local program documentation
		Copies of local program enforcement records for active or recently completed land disturbance sites. (These should be the same sites as the visited sites.)
		Completed DCR Inspection/Enforcement Documentation Checklists (Number and type of project to be determined by WSO. These should contain information from the collected inspection documentation and enforcement records.)

POST-REVIEW TECHNICAL SERVICES		
Recommend	Not Needed	
		Fee Analysis
		Work Load Analysis
		Inspector Field Training
		Plan Review Training
		Other services: (describe)